

## ATIP Request A-2016-01721

*I am requesting records that provide the name and complete contact information of the departmental CIO and the individual(s) responsible for the management of departmental paper documents stored offsite.*

|  |   |
|--|---|
| Chief Information Officer                  | Marj Akerley<br>275 Sparks Street, SAT-12041<br>Ottawa. K1A 0H8<br>613-941-3444<br><a href="mailto:marj.akerley@justice.gc.ca">marj.akerley@justice.gc.ca</a>         |
| Manager, Information Management Operations | Bill Cauthers<br>284 Wellington Street, EMB-AA-230<br>Ottawa. K1A 0H8<br>613-946-4506<br><a href="mailto:bill.cauthers@justice.gc.ca">bill.cauthers@justice.gc.ca</a> |

*How many file boxes does your department currently have in storage at commercial storage facilities anywhere in Canada?*

| Location / Storage Provider                                | Q3 Extent |        |
|--|-----------|--------|
|  | BV        | EV     |
| Vancouver Iron Mountain                                    | 12,426    | 8,591  |
| Edmonton Iron Mountain                                     | 746       | 286    |
| Saskatoon Iron Mountain                                    | 347       | 200    |
| Winnipeg Iron Mountain                                     | 6,918     | 6,854  |
| Winnipeg: Library Archives Canada, Regional Service Centre | 0         | 3,856  |
| Toronto Iron Mountain                                      | 32,598    | 3,997  |
| Ottawa Iron Mountain                                       | 20,648    |        |
| Montreal Iron Mountain                                     | 11,269    | 1,181  |
| Halifax Iron Mountain                                      | 2,658     | 812    |
| Total  | 87,610    | 25,777 |
| Grand Total  | 113,387   |        |

BV - Business Value

EV - Enduring Value

*How many boxes does your department expect to send to commercial offsite storage facilities in the next 36 months?*

- At this time, the Department of Justice Canada does not forecast the number of boxes to be sent off-site.

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*How much money does your department spend annually on commercial offsite document storage and how much is paid per cubic foot?*

- In 2015-16, Justice Canada spent \$375,446.54 and to date, in 2016-17 we have expended \$299,000.14
- 0.225¢ per cubic foot

*How many file boxes does the department currently store in government facilities?*

- 78,754

| Location   | Capacity<br>(linear feet) | Holdings<br>(linear feet) | Capacity<br>Utilization |
|--|---------------------------|---------------------------|-------------------------|
|  | 2016-17                   | 3rd Q.                    | 3rd Q.                  |
| BCRO   | 5,016                     | 4,209                     | 83.91%                  |
| PRO  | 16,371                    | 13,677                    | 83.54%                  |
| ORO  | 8,334                     | 7,891                     | 94.68%                  |
| NCR  | 36,723                    | 39,764                    | 108.28%                 |
| BRQ  | 6,772                     | 6,421                     | 94.82%                  |
| ARO  | 3,134                     | 2,936                     | 93.70%                  |
| Winnipeg: Library Archives Canada, Regional Service Centre |                           | 3,856                     |                         |
| <b>Grand Total:</b>  | <b>76,350</b>             | <b>78,754</b>             | <b>103.15%</b>          |